Site _____

WILKES UNIVERSITY

GRADUATE STUDIES

APPLICATION FOR ADMISSION

Please return completed Application to:

Graduate Education Office
Wilkes University
84 West South Street
Wilkes-Barre, PA 18766

An equal opportunity / affirmative action institution

Please print or type the information requested below and return it with a non-refundable processing fee of $45.00. Please make check payable to Wilkes University and on the memo line of your check indicate semester of interest.

1. Non-Degree or Certification only students complete Section 1, 2 and 5
2. Degree seeking students complete Section 1, 3 and 5
3. International students complete Section 1, 3, 4 and 5

Section 1: Student Information

Name _____
Last First Middle Birth name and other name

Home Address _____
No. Street City State Zip

Mailing Address (if different) _____
No. Street City State Zip

Use Mailing Address through (date) _____

Home Telephone _____ Business Telephone _____ Fax _____

Gender _____ Birth Date _____ Social Security Number_____
Month/Day/Year

E-mail Address _____

Major area of undergraduate study _____

Indicate the year next to the semester listed below when you would like to begin your coursework:
20_____Fall ____ Spring _____Summer _____ Creative Writing (only) January_____ June_____

Applications must be submitted prior to the start date of the semester.
For Graduate Education, all supporting documents must be received by the following dates to be considered for admission that semester:
November 1 Fall Semester April 1 Spring Semester August 1 Summer Semester

Information contained in this box is not used for admission purposes, but is used for statistical reporting to state and Federal agencies. Please indicate your racial/ethnic group (Optional):
☐ White, not Hispanic ☐ Black, not Hispanic ☐ Hispanic ☐ American Indian ☐ Alaskan Native ☐ Asian or Pacific Islander

Are you a veteran? ☐ Yes ☐ No VA benefits? ☐ Yes ☐ No Are you a U. S. Citizen? ☐ Yes ☐ No (if no, complete Section 4)

Employment Record: (list most recent first) Occupation_____

_____
Company or school system Duties Dates

_____
Company or school system Duties Dates

_____
Company or school system Duties Dates

Do you have a Pennsylvania Teaching Certificate? ☐ Yes ☐ No Certification Area _____

Section 2: Non-Degree and Certificate Students ONLY

Special Non-Degree or Certification only students should attach a copy of their teaching certificate or undergraduate transcript.
Check the box for the corresponding Non-Degree area of study:

☐ Business
☐ Education
☐ Engineering Operations and Strategy
☐ Electrical Engineering
☐ Mathematics
☐ Nursing

Education Certification only (check one)
(also requires copy of master's degree transcript to be submitted)
☐ Educational Leadership (principal certification)
☐ Instructional Technology

Section 3: Degree-Seeking Students ONLY

I am applying for admission to the following Degree Program: Check enrollment desired: ☐ Part-time ☐ Full-time

- ☐ Master of Business Administration
- ☐ Master of Science with Major in Nursing
  - ☐ Professional Nursing Master's
  - ☐ Gerontology (Clinical Specialist)
  - ☐ Psychiatric Mental Health (Clinical Specialist)
  - ☐ Nursing Management
  - ☐ Nursing Education
  - ☐ R. N. to M. S. Program
- ☐ Post Master's Nursing Certificate (CNS)
  - ☐ Gerontology
  - ☐ Psychiatric Mental Health
  - ☐ Nursing Management
  - ☐ Nursing Education
- ☐ Master of Science in Engineering Operations and Strategy
- ☐ Master of Science in Electrical Engineering
- ☐ Master of Science in Mathematics
- ☐ Master of Arts in Creative Writing

Master of Science in Education Programs (check one)

- ☐ 21st Century Teaching and Learning
- ☐ Classroom Technology
- ☐ Early Childhood Literacy
- ☐ Educational Development and Strategies
- ☐ Educational Leadership (Principal Certification)
- ☐ Educational Leadership Online/Low residency (Principal Certification)
- ☐ Instructional Technology (Instructional Technology Specialist Certification)
- ☐ School Business Leadership
- ☐ Secondary Education/Biology
- ☐ Secondary Education/Chemistry
- ☐ Secondary Education/English
- ☐ Secondary Education/History
- ☐ Secondary Education/Mathematics
- ☐ Special Education

Please list all colleges or universities attended for graduate and undergraduate work:

_____
Name Dates Degree

_____
Name Dates Degree

_____
Name Dates Degree

Two letters recommending the candidate for admission to graduate studies are required. The recommendations must be dated within the last 18 months and submitted by individuals familiar with the prospective student's professional abilities. At least one of the recommendations must be from a supervisor in the prospective student's place of employment or from the academic office/faculty of a higher education institution attended.

_____
Name Title Address

_____
Name Title Address

Are you requesting financial assistance? ☐ Yes ☐ No

Section 4: International Students ONLY

Are you a U. S. Citizen? ☐ Yes ☐ No

If no, complete the following: I am a permanent resident/refugee and a citizen of (indicate country) _____
or: I am applying as an international student and will require an F-1 visa. Citizen of (indicate country) _____

Choose one of the following:

☐ I plan to live in a residence hall on campus (housing is not guaranteed for graduate students)

☐ I plan to commute. If you will be living with relatives, please list address below:

Name _____ Phone _____

Address _____
No. Street City State Zip

Section 5: Signature

I attest that all information provided is true and correct. Any omission of relevant information requested on this application renders the application invalid and is reason for the University to withdraw all offers pertaining to admission and/or scholarship aid.

Applicant's Signature _____ Date _____

Degree-seeking and certificate-seeking candidates are required to submit the following supporting documents.
These include:

1. Application and $45 fee (non-refundable).
2. **Official** transcripts from all undergraduate and graduate institutions attended.
3. Two letters of recommendation.
4. Applicants for education degree programs, except Instructional Technology and School Business Leadership, must submit a copy of a currently valid teaching certificate. (See Graduate Bulletin for admission requirements.)
5. Applicants for the Professional Nursing program must submit official NET testing scores.